

Comal County Emergency Services District No. 1
Regular Meeting Minutes
May 20th, 2025

NOTICE is hereby given that a Regular Meeting of the Board of Commissioners of Comal County Emergency Services District No. 1 will be held Tuesday, May 20th, 2025, beginning at 4:00 p.m., at the Bulverde Spring Branch Fire & EMS Station 1, Conference Room, 353 Rodeo Drive, Spring Branch TX, 78070.

Attendees:

President - Josh Dean - Present
Vice President – James Sellers – Called into the meeting at 4:50 during executive session
Treasurer - Henry Delgado – Absent
Assistant Treasurer - Daryl Grieger – Present
Secretary – Sonny Loudon – Present
Attorney John Peeler – Present via phone conf.
Kay Derrick – Comptroller – Present
Chief Southwell – Present
Assist Chief Daniel Torres - Present
Captain David Powell – Absent
Establish Quorum – a quorum is present
Public Attendees – Brittany Morrison and Logan Huesing

Meeting Started at 4:02 PM

Logan wanted to discuss the firing of Lt Guy Morrison – he considered it illegal and other fire fighters are afraid to do their jobs. He feels others will also leave soon.

Response by Josh Dean: The ESD1 board is not briefed on personnel matter. This would be done at the BSBES level and he explained the role of ESD1.

DISCUSSION / ACTION ITEMS

1. Approve April 10th, 2025, Meeting minutes. – All Commissioners
 - > Motion to accept minutes from last meeting:
 - > Seconded by: D Grieger
 - > Motion carried unanimously
 - > Minutes signed and given to K. Derrick for filing and posting
2. Review and discuss the Chief's monthly report. – Monthly report provided by Chief Southwell.
 - > Zone 2 fractile well below 90% for April due to the calls being in the Tanglewood area which is distant from the station plus Sta 2 calls to other zones.
3. Discuss and update on renters, leases, sale of north tract, and sale of south tract for Station 5 property, including any necessary action on same. -Chief Southwell, Kay Derrick
 - > A. Loudon reported that the septic system is almost complete at the rental home at 27690 Hwy 46. The system is working using an extension cord so a permanent electrical hookup still needs to be done but that is outside the scope of J&J who installed the system. The county inspector has also approved the installation but we still need to cap off from the old septic tank.
 - > D. Grieger reported on getting a property mgr but he feels we just need a contract with a handyman and he will work on that and report in next months meeting.
4. Discuss and update on the proposed purchase of properties, including any necessary action on same. - John Peeler, Chief Southwell, Kay Derrick
 - > Will discuss this item in executive session

5. Discuss, review, and act to designate official(s) to prepare 2025 ad valorem tax rate calculations and related notices. - John Peeler, Chief Southwell, Kay Derrich
 > A resolution designating officials at the Comal County Tax Office to prepare the ESD tax rates and taxation documents was proposed by A. Loudon and seconded by D. Grieger and was passed unanimously
6. Consider and approve bills/invoices to be paid. Kay Derrich
 - A) Check # 0467 to Andrew Myers (real estate attorney) retainer fee for 5000.00
 - B) Check # 0468 to Alamo Truck Gear for spray liner for IT van for 1650.00
 - C) Check # 469 to Coveler & Peeler for April legal fees for 888.75
 - D) Check # 470 to Comal Appraisal District - 3rd Qtr bill for 17607.18
 - E) Check # 471 to Reeder Distributors for 2 lifts for EVT for 36094.35
 - F) Check # 472 to Upfit Supply for Doors, Walls, Cabinets for IT van for 7628.73
 > Motion to approve - A. Loudon
 > Seconded by - D. Grieger
 > Motion carried unanimously
7. Review, consider, and accept monthly financial reports- Kay Derrich, Chief Southwell.
 - > Cash on hand at end of April was ~8.5MM
 - > Station 3 is now paid off
 - > No excessive unbudgeted expenses for April
8. Review and discuss updates on Capital Items and approve purchases, orders, repairs, and upgrades. Discuss quotes for Stations and Vehicles. - Chief Southwell
 > No actions taken
9. Review and act to set the date and time for the district's regular meeting for June - All Commissioner
 > The June meeting was set for Tuesday June 17th at 4 PM
10. Commissioners' request for items or follow-up for the next board meeting - All Commissioners.
 > No items were requested
11. Executive Session regarding personnel, legal, and real estate matters. - All Commissioners
 - > Started at 4:39 pm
 - > Ended at 4:57
 - > No action taken
12. Adjourn. - All Commissioners.
 > Meeting adjourned at 4:58

The Board of Commissioners is authorized by the Texas Open Meetings Act to convene in closed or executive session for certain purposes. These purposes include receiving legal advice from its attorney pursuant to Chapter 551.071 of the Texas Government Code; discussing real property matters pursuant to Chapter 551.072 of the Texas Government Code; discussing gifts and donations pursuant to Chapter 551.073 of the Texas Government Code; discussing personnel matters pursuant to Chapter 551.074 of the Texas Government Code; discussing security personnel or devices pursuant to Chapter 551.076 of the Texas Government Code. If the Board decides to enter executive session regarding any item on this agenda, the Presiding Officer will announce that an executive session will be held and will identify the item to be discussed and the provision from the Open Meeting Act that authorizes the closed or executive session. Comal County Emergency Services District No. 1 and the Bulverde-Spring Branch Emergency Services are committed to compliance with the Americans with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request by calling (830) 228-4501 for assistance and information. Hearing impaired or speech disabled persons equipped with telecommunications devices for the deaf may utilize the statewide Relay Texas Program, 1-800-735-2988.